

Project Managers' Advisory Group

MINUTES April 17, 2006

Attending:

| | |
|------------------|-----------------------------|
| Sharon Hayes | ITS/EPMO |
| Alisa Cutler | ITS/EPMO |
| Glenn Poplawski | ITS/ES |
| Jim Tulenko | ITS |
| Jesus Lopez | ITS/EPMO |
| John McShane | ITS/EPMO |
| Bob Giannuzzi | ITS/EPMO |
| Shaw Erfani | ITS/EPMO |
| Tom Runkle | ITS |
| Denny McGuire | ITS |
| Gary Evans | DOT |
| Cheryl Ritter | DOT |
| Jim Skinner | Insurance |
| Pat Holcomb | Secretary of State |
| Joe Cimbala | DHHS |
| Gary Hinkel | Office of the State Auditor |
| Barbara Bostian | DOR |
| Lynn McGarrah | Agriculture |
| Barbara Schwartz | DJJDP |
| Lynne Beck | DHHS |

Bob Giannuzzi welcomed everyone to the meeting and introduced first time participants, Joe Cimbala, Pat Holcomb, Gary Hinkel, and Lynn McGarrah. Approval of minutes for March was called for and approved.

Jesus Lopez reported that the recent set of PMP exam prep classes were concluded. He thanked Gary Evans, John McShane, Sharon Hayes and Shaw Erfani for their assistance.

Sharon Hayes reported that the inaugural NC PMI Public Sector LIG meeting held on April 5 went well and said that positive survey feedback was received. She again explained the mission of the LIG and informed that everyone in attendance shared lots of good ideas. She said she felt confident that they would have several interesting topics for discussion over the next few months. **Sharon** announced that the May presenter will be Lowell Magee, Program Manager of the SBIP (Beacon) HR/Payroll project. These meetings are scheduled on the first Thursday of the month.

Bob Giannuzzi called for updates from the Task Groups. **Bob** started by reporting that the PM Promotion and Education group has reviewed drafts of competency levels to be submitted to OSP for banding PMs. He said that

Sharon Hayes, LaQuita Hudson, and Bob were scheduled to review the documents with the ITS HR Director prior to review with OSP.

Alisa Cutler announced that the PM Methodology group could use another participant and that if anyone was interested in joining, to call her. This team is focusing on business cases and targets to have finalized templates in June.

Sharon Hayes reminded that she would be attending the PMO Executive Council retreat next week in Washington, DC. She said that the key agenda items are *Metrics-Driven Support to Improve Portfolio Outcomes* and *Responsive Resource Management to Maximize Portfolio Throughput*. She will share what she learns with the membership.

Denny McGuire informed that NASCIO is getting ready for their 2006 Awards program. She stated there are 10 categories this year. She told the group that since they were closest to the projects, they should look at the categories on the NASCIO website (nascio.org) and contact her with nominations. She reminded members that there could only be one nomination per category from the State. Deadline for submissions is June 14.

Bob Giannuzzi informed the group that he would continue to include upcoming teleconferences in the PM Advisory Group meeting minutes. Coming up:

| Organization/website | Contacts | Upcoming Calls |
|--|---|--|
| http://www.nascio.org/nascioCommittees/projectManagement | Elizabeth VanMeter 859/514-9176 evanmeter@AMRms.com Access 888/272-7337 conference ID 7544292# | <u>June 6</u> (3:00) Strategic Partnerships with Service Providers <u>July 11</u> (3:00) Federal PM Certification Requirements |
| PMO Executive Council http://www.pmo.executiveboard.com/PMOEC/1,3241,,00.html | Register at website | <u>May 18</u> (12:00) Addressing the Soft Skilling Challenge for Project Managers <u>June 22</u> (12:00) Integrating Resource Planning with Portfolio Development |
| Government Technology http://www.govtech.net/ | Jennifer Coe at jcoe@govtech.net 800~940~603, ext. 1345 | <u>May 9</u> (2:00) Project Management: Where the Disciplines Meet the Dashboard |

Shaw Erfani reported on changes to the EPMO webpage. Under *Forms and Templates*, *Guidelines to Establish a Project Procurement Plan* had been updated. Under *EPMO Links* there is a link to the NASCIO website, and the *Project Manager Review* template under *Project Approval Reviews and Reporting* has been replaced.

Jim Tulenko spoke about the Portfolio Management tool. He said they are now well into the Application Portfolio Management (APM) rollout. He also mentioned that the expansion budget input process is nearing completion. Finally, **Jim** spoke about receiving a high level overview of Microsoft's plan for the next release of the tool.

Sharon Hayes advised that the CIO Council has invited the EPMO to go over Lessons Learned with them at their May 17 meeting. She solicited the group to provide key lessons learned from their projects to add to the current collection. The CIO Council would also like an update experience to date on the PPM tool.

Bob Giannuzzi introduced Kathy Harris from Gartner, who discussed *Project Management Trends and Ideas*. The presentation was well received. Bob will ensure that the presentation is sent out to the membership.

Meeting adjourned at 5:05 pm.